Important Dates

Note: First-term or full-year course DROPS must be completed ON PAPER in the Academic Counselling Office

- September 5: Classes resume
- September 13: Last day to add a full course or 1st term half course
- October 14: Thanksgiving Holiday
- October 15: Deadline to apply for relief against a Spring/Summer Distance Studies course
- October 23-25: Autumn Social Science convocation ceremonies for undergraduate and graduate students
- November 1: Last day to receive official transcripts for courses taken on Letter of Permission during the 2018-2019 academic year and 2019 Spring/Summer Terms
- November 4-10: Fall Reading Week
- November 12: Last day to drop a first-term half course ON PAPER without academic penalty
- November 30: Last day to drop a full course on paper without academic penalty
- December 5: Fall/Winter Term classes end
- December 6-7: Study days
- December 8-19: Mid-year examination period

Welcome Back Students!

Your schedules are finalized, the leaves will soon be changing colours and first term is underway! Welcome back to our returning students and a very warm welcome to those studying at Western for the first time.

Email ssaco@uwo.ca with any concerns or questions regarding your program. If you need our attention but are without online access, come to the Counselling Office (SSC 2105) or phone 519-661-2011. Please note appointment times below:
- Appointments: Mornings (can be made via email or phone; typically 1 week ahead)
- Counselling Drop-ins: Monday – Friday 10:00 – 12:00 and 2:00 – 4:00 (Wed 11:00 – 12:00 and 2:00 – 4:00)

***To receive a quicker response, please include your student number on any correspondence***

Wishing you health, happiness and success,

The Social Science Academic Counselling Team

Scholarships and Awards

Many scholarships and awards are available to Social Science students, including the Parents Fund Ontario Student Bursary, the Grad Pact ’91 Social Science Award, and the Rogers Family Award in Social Science.

For a complete listing of awards available to Western students, visit the Registrar’s website, click on Student Finances then Scholarships & Awards then Award Search. Here you can search for awards by Faculty or Eligibility Criteria, and view award-specific information such as application deadlines, essay requirements, award values and more!
**Mental Health Resources**

_**Mental Health Support Resources available from Monday to Friday during business hours:**_

**Student Development Centre**
519.661.3031
WSS 4100 (Student Services Building)

**Student Health Services (SHS)**
519.661.3030 or
519.661.3771
UCC Rm 11 (lower level)

**After-hours Support Resources**

**Campus Community Police Service**
- Emergency: Call 911
- Non-emergencies or inquiries:
  519.661.3300

*Good2Talk Line*
1.866.925.5454
24/7, catered to students

**London Distress/Crisis Response Line**
519.433.2023
Call 24/7 for phone crisis response

**Or Call 211 when you don’t know where to turn – it’s free, confidential and at your service 24/7.**

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**When to Drop a Course**

**To Drop:**

What it will look like on your record:

- Before the ADD deadline: Course deletion
- Between the ADD and DROP deadlines: WDN
- After the DROP deadline: F (or 40%)

Things to consider:

- Have you taken on too many commitments or are you having personal or medical issues? Reducing your workload could not only reduce stress but also improve your overall results.
- Are you being realistic about your plans to complete assignments and study for exams at the last minute? It’s better to drop a course earlier and receive a WDN than to fail a course.
- Are you on probation? You must achieve a term average of 60% with no failures.
- Are you in or planning to enter an Honors program? A failure will not only affect your chances of being admitted, it could also have negative implications should you wish to apply to graduate or professional programs.
- Are you considering your progression requirements? Depending on your basis of admission, you need a certain average on the courses you attempt to remain in good standing at Western.
- When will you make up the course you drop? Summer or a Letter of Permission at another University may be an option. As well, you can consider requesting an overload of 6.0 courses the following year if you achieve a 70% average (75% if you are in an Honors program). Some conditions may apply.

**Not to Drop:**

- Is the course a prerequisite for the program you are going to choose for Year 2?
- Full-time students must take a full course load (i.e. 5.0 courses) to qualify for scholarships, gold medals, some awards, Scholar’s Electives and Business 2257.
- Reducing your course load may affect your competitiveness for professional schools.
- You must be a full-time student (3.5 or more courses) to be eligible to live in residence.

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[http://counselling.ssc.uwo.ca/](http://counselling.ssc.uwo.ca/)
10 Habits of Highly Effective Students

1. Don’t try to cram all your studying in one session
   Slow and steady wins the race – you need to be consistent in your studies to effectively retain the material.

2. Plan when you’re going to study
   Schedule specific times throughout the week. Students who study sporadically typically don’t perform as well as those who set up study schedules.

3. Study at the same time
   When you study at the same time each day/week, studying will become a regular part of your life.

4. Each study time should have a specific goal
   Studying for the sake of studying isn’t effective. You need to know exactly what you’re going to accomplish during each study session.

5. Never procrastinate your planned study session
   Procrastination leads to rushing and rushing leads to errors. Don’t do it!

6. Start with the most difficult subject first
   Your most difficult subjects require the most effort and mental energy.

7. Always review your syllabus before starting an assignment
   Review thoroughly to make sure you know HOW to do your assignments correctly.

8. Make sure you’re not disturbed while you’re studying
   Distraction leads to lost trains of thought.

9. Use study groups effectively
   Study groups can become ineffective if they’re not structured or if group members are unprepared.

10. Review your notes, schoolwork and other class materials over the weekend
    You will be well-prepared to continue learning new concepts and build upon knowledge acquired the previous week.

www.educationcorner.com/habits-of-successful-students.html

Study Tips:

- Review course outlines and make a list of what material will be covered on each exam.
- Some people find studying with a group helpful. Study groups allow students to:
  - exchange notes to gain new perspectives on lectures;
  - explain concepts to each other; and
  - form social ties with other students with similar interests.
- Be realistic! Don’t plan to spend 16 hours a day studying; how much would be quality time? Determine how many study hours are reasonable in a productive work day.
- Work in quiet areas to minimize hearing music, television or other distractions. If you prefer to study with music playing, choose something with no lyrics and keep the volume low.
- Ensure you understand by repeating back what you’ve learned in your own words.
- Triple check the exam date, time and location. Ensure you know where the room/building is, if unfamiliar to you.
- The night before, set and check your alarm (or two!) and get a good night’s sleep.

Tips for Writing Multiple Choice Exams

Consider these tips as you prepare for Multiple Choice Exams:

- Take your time in reading the questions carefully and try to come up with an answer before reading the choices.
- Check the choices to see if they trigger the right answer.
- If you are stumped, move on. Come back when/if you have time later on.
- Look for patterns and similarities. Often the answer to one question will hint at the answer to another.
- Take your best guess – it’s not a random stab in the dark because there are decreasing levels of probability implied in the choices.
- Watch for typical traps – the words “always” or “never” in a possible answer usually signify that a choice is too narrowly defined to be the correct answer. Watch for double negatives “not unnecessary” translates to “necessary” and “not impossible” suggests “possible”.
- If there is time, carefully review the questions and answers to make sure you read everything correctly.

Taken from How to Succeed at University (and get a Great Job!) by Klassen and Dwyer
Available for free download at: https://www.ubcpress.ca/how-to-succeed-at-university-and-get-a-great-job
Exam Schedule

It’s never too early to begin preparing for exams! The Office of the Registrar provides the most accurate final exam information. In mid-October, visit the Registrar’s main page (registrar.uwo.ca) and click on Academics, then Examinations to access the schedule.

When it’s available, you can view your personal exam schedule by logging into your Student Center account and clicking on the Personal Exam Schedule link on the right side of the main page. Final exams for half-year courses are listed alongside some, but not all, mid-year tests for full courses.

Do not make travel plans during the December exam period. Wait until your personal exam schedule is posted. Exams will not be deferred based on prior flight arrangements.

Calling All Leaders

Each year the Faculty of Social Science, in combination with SS Student Council, grants 11 awards valued at $2,200 each.

To apply for a Social Science Students’ Council Leadership award, you must be a full-time SS student (last year as well), have a minimum average of 70% and have demonstrated leadership on campus or in the community.

Deadline to apply is November 30th!

For more details, visit: http://counselling.ssc.uwo.ca/awards/sssc_leadership_awards.html

Exams and Tests

With exams on the horizon, it’s important to know what to do should you find yourself unable to write at the designated times.

Common situations students seek accommodation for:

Religious Days

Always check the exam schedule as soon as it is posted. If your exam falls on a Religious Day that you observe, give notice by completing the Request for Accommodation form located on the Academic Counselling website under Procedures -> Examinations -> Common Situations. The completed form must be submitted to the Academic Counselling Office by November 15 for mid-year (December) exams and March 1 for Spring (April) exams.

Examination Conflicts

Students with three (3) exams scheduled consecutively within 23 hours must go to the Academic Counselling Office immediately. Examples are:

- 9 am, 2 pm, 7 pm on the same day
- 2 pm, 7 pm same day and 9 am following morning
- 7 pm followed by 9 am and 2 pm the next day

Requests for Accommodation must be submitted at least 2 weeks prior to midterms held during the academic year.

Medical and Compassionate Grounds

For absences of up to two days, you might be able to use the new self-reporting procedure for work worth 30% or less. Details of the new policy will be posted.

For other absences you must demonstrate that there are compelling circumstances that can be documented.

1. Check the course outline to see if the professor has a policy for missed tests/exams, late assignments or attendance.
2. Inform the instructor prior to the scheduled time of the test or exam. If you are unable to reach your instructor, leave a message with the department.
3. Bring your request for accommodation to the Academic Counselling Office. Be prepared to submit documentation for your difficulties.
4. If you decide to write, be prepared to accept the mark. Rewriting tests/exams or having your grade reweighted on a retroactive basis is not permitted.

Remember!

Sleeping in, misreading the schedule and flight arrangements are not grounds for Special Exams.